




Republic of the Philippines
Department of Finance
PHILIPPINE TAX ACADEMY
Roxas Boulevard corner Pablo Ocampo Sr. Street,
Manila 1004



PURCHASE ORDER
PHILIPPINE TAX ACADEMY
Entity Name

| Supplier: YES PRINTS AND INKS ENTERPRISES | | P.O No. : PO-2025-020 | | | |
|---|------------------------|---|-----------------------|-------------------------|-------------|
| Address: 13 Corinthians St. Sta. Monica District 5, Quezon City | | Date: March 28, 2025 | | | |
| TIN: 009-223-065-000 | | Mode of Procurement: NP-53.9 - Small Value Procurement | | | |
| Reminder: Please furnish this Office the following articles subject to the terms and conditions contained herein: | | | | | |
| Place of Delivery: Department of Finance, DOF Bldg., Roxas Blvd., Manila | | Delivery Term: Within 15 Calender Days upon receipt of P.O. | | | |
| Date of Delivery : Within 15 Calender Days upon receipt of P.O. | | Payment Term: Government Terms | | | |
| Stock/Property No. | Unit | Description | Quantity | Unit Cost | Amount |
| | unit | Rental Services of Multi-Function Copier (One Year Rental) <i>see attached "Technical Specifications" (The T.S. shall form part of the Contract)</i> | 2 | ₱6,500.00 | ₱156,000.00 |
| (Total Amount in Words) | | One Hundred Fifty-Six Thousand Pesos | | | ₱156,000.00 |
| In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s. | | | | | |
| Conforme: | | Very truly yours | | | |
|  | |  | | | |
| PATRICIA ANNE B. SO | | GIL S. BELTRAN | | | |
| Signature Over Printed Name of the Supplier | | President | | | |
| 31 MARCH 2025 | | Signature Over Printed Name of Authorized Official | | | |
| Date | | | | | |
| Fund Cluster: | 01 Regular Agency Fund | | ORS/BURS Number: | 02-101277-2025-03-00127 | |
| Funds Available: | ₱156,000.00 | | Date of the ORS/BURS: | 28 March, 2025 | |
|  | | Amount: | | ₱156,000.00 | |
| LILIBETH B. SANTONIA | | | | | |
| Chief Accountant | | | | | |
| Head of Accounting Division/Unit | | | | | |